

CAREER OPPORTUNITY

Office of Inspector General
Small Business Administration
409 Third Street, S.W. - Suite 7150
Washington, D. C. 20416

Announcement Number: 03-4116-06

Open: 6-5-03

Close: 6-19-03

Position: Attorney-Advisor, GS-905-11 (This position has promotion potential to the GS-14)

Salary Range: GS-11 - \$48,451 per annum

Description: The incumbent will serve as an Assistant Counsel in the Office of Inspector General (OIG), Washington, D.C. The OIG's mission is to promote economy, efficiency, and effectiveness in SBA programs, and to prevent fraud and abuse. The incumbent will provide legal advice and assistance on a wide range of legal matters, including complex issues of criminal, civil, and administrative law in support of OIG audits, investigations, and inspections. The incumbent will also handle reviews of legislation and regulations, disclosures of OIG records and testimony, and participate in litigation.

Requirements: In addition to an LL.B. or J.D. degree, applicants must be a member in good standing of the Bar of any State, Territory, Commonwealth or possession of the United States. Applicants must have one year of professional legal experience, or have graduated in the upper third of the class, earned high-level honors, participated on a law review, won a moot court competition, or been a member of the moot court team; or have significant summer law office experience. Applicants may also qualify for the GS-11 by having an LL.M degree, which required one full year of graduate study. Professional legal experience is experience gained after admission to the Bar. A background in accounting, business, management, investigations, or criminal justice, or work experience with financial institutions, is desirable.

Appointment to this position is subject to a negative drug test result and the successful completion of a full-field background investigation.

To Apply: Please send an OF-612, Optional Application for Federal Employment or resume, and an OF-306, Declaration for Federal Employment to the above address to the attention of Ms. Lisa Douglas-Naughton, or you may send your application material via fax to (202) 205-7382 or you may email your information to: OIG@SBA.GOV. (**Applications must be received by 6-19-03**). For further information, please contact Ms. Douglas-Naughton on 202-205-6580.

RELOCATION EXPENSES ARE NOT AUTHORIZED

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